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8                   UNITED STATES DISTRICT COURT  
9                   WESTERN DISTRICT OF WASHINGTON  
10                  AT TACOMA

11                  CARRIE M. HALL,

12                  Plaintiff,

13                  v.

14                  MEGAN HERDNER, *et al.*,

15                  Defendants.

16  
17                  Case No. C08-5013RJB/KLS

18  
19                  ORDER DIRECTING SERVICE BY  
20                  U.S. MARSHAL

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22                  This civil rights action has been referred to the undersigned Magistrate Judge pursuant to  
23                  Title 28 U.S.C. § 636(b)(1)(B). Plaintiff has been granted leave to proceed *in forma pauperis*.  
24                  Plaintiff has provided service copies and filled out service forms. The Clerk is directed to send a  
25                  courtesy copy of the complaint to the Washington State Attorney General's Office Criminal Justice  
26                  Division and, the Clerk is directed to effect service as provided below.

27                  (I)        Service by United States Marshal.

28                  It is hereby ORDERED that the United States Marshal shall send the following to each  
29                  named Defendant for whom there is a filled out service form by first class mail: a copy of the  
30                  complaint and of this Order, two copies of the Notice of Lawsuit and Request for Waiver of Service  
31                  of Summons, a Waiver of Service of Summons, and a return envelope, postage prepaid, addressed  
32                  to:

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34                  ORDER - 1

1 to the Clerk's Office. All costs of service shall be advanced by the United States. The Clerk shall  
2 assemble the necessary documents to effect service.

3 (2) Response Required

4 Defendants shall have **thirty (30) days** within which to return the enclosed Waiver of  
5 Service of Summons. Each defendant who timely returns the signed Waiver shall have **sixty (60)**  
6 **days** after the date designated on the Notice of Lawsuit to file and serve an answer or a motion  
7 directed to the complaint, as permitted by Rule 12 of the Federal Rules of Civil Procedure.

8 Any defendant who fails to timely return the signed Waiver will be personally served with a  
9 summons and complaint, and may be required to pay the full costs of such service, pursuant to Rule  
10 4(d)(2). A defendant who has been personally served shall file an answer or motion permitted  
11 under Rule 12 within **thirty (30) days** after service.

12 (3) Filing and Service by Parties, Generally.

13 All original documents and papers submitted for consideration by the court in this case, are  
14 to be filed with the Clerk of this court. The originals of all such papers shall indicate in the upper  
15 right-hand corner the name of the Magistrate Judge to whom the copies are to be delivered. The  
16 papers shall be accompanied by proof that such documents have been served upon counsel for the  
17 opposing party (or upon any party acting *pro se*). The proof shall show the day and manner of  
18 service and may be written acknowledgment of service, by certificate of a member of the bar of this  
19 court, or by affidavit of the person who served the papers.

20 (4) Motions.

21 Any request for court action shall be set forth in a motion, properly filed and served. The  
22 motion shall include in its caption (immediately below the title of the motion) a designation of the  
23 Friday upon which the motion is to be noted upon the court's calendar. That date shall be the third  
24 Friday following filing of the motion (fourth Friday for Motions for Summary Judgment). All  
25 briefs and affidavits in opposition to any motion shall be filed and served not later than 4:30 p.m. on  
26 the Monday immediately preceding the Friday appointed for consideration of the motion. If a party  
27 fails to file and serve timely opposition to a motion, the court may deem any opposition to be  
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1 without merit. The party making the motion may file, not later than 4:30 p.m. on the Friday  
2 designated for consideration of the motion, a response to the opposing party's briefs and affidavits.

3 (5) Motions for Summary Judgment

4 If one of the parties files a motion for summary judgment pursuant to Federal Rules of Civil  
5 Procedure 56, the opposing party should acquaint him/herself with Rule 56. Rule 56 requires a  
6 nonmoving party to submit affidavits or other evidence in opposition to a motion for summary  
7 judgment if the moving party has shown the absence of issues of material fact and an entitlement to  
8 judgment as a matter of law. A nonmoving party may not rest upon the mere allegations or denials  
9 of prior pleadings. Rather, successful opposition to a motion for summary judgment requires the  
10 nonmoving party to set forth, through affidavits or other evidence, specific facts showing a genuine  
11 issue for trial. Failure by the nonmoving party to oppose a summary judgment motion or to present  
12 counter evidence could result in the court accepting the moving party's evidence as the truth, and  
13 entering final judgment in favor of the moving party without a full trial. *Rand v. Rowland*, 113 F.3d  
14 1520 (9<sup>th</sup> Cir. 1997).

15 (6) Direct Communications with District Judge or Magistrate Judge

16 No direct communication is to take place with the District Judge or Magistrate Judge with  
17 regard to this case. All relevant information and papers are to be directed to the Clerk.

18 (7) Clerk's Action

19 The Clerk is directed to send a copy of this Order and of the General Order issued by the  
20 Magistrate Judges to Plaintiff.

21 DATED this 25th day of February, 2008.

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24 Karen L. Strombom  
25 United States Magistrate Judge  
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